



CIVIL SERVICE BOARD MEETING MINUTES

Date: March 16, 2017

OPEN SESSION 5:30 p.m.

City Hall, One Frank H. Ogawa Plaza, Hearing Room 1

BOARD MEMBERS: Chair, Andrea Gourdine; Vice Chair, David Jones; Lauren Baranco; Alex Drexel(Absent); Yvonne Hudson-Harmon; Christopher Johnson; Jeffrey Levin(Arrived @ 5:41pm)

STAFF TO THE BOARD: Ian Appleyard, HRM Director/Secretary to the Board
Kip Walsh, HRM Manager/Staff to the Board
Michelle Meyers, Deputy City Attorney
Tabitha Pulliam, HR Technician/Staff to the Board

OPEN SESSION AGENDA

ROLL CALL

1) OPEN FORUM

- **Al Marshall – Labor Activist**
- **Randall Matthews – Public Works Employee**
- **Richard Spoon – Public Works Employee**
- **Richard Delmore – Public Works Employee**
- **Millie Cleveland – Field Representative, SEIU Local 1021, Port of Oakland**
- **Kimberly Moses – Field Representative, SEIU Local 1021, Port of Oakland**

Note: Chairperson Gourdine requested that the HR Director return to the April or May meeting with a report regarding the transfer process between the City and the Port for Common Classifications.

2) CONSENT CALENDAR:

- a) Ratification of Provisional Appointment
 - Program Analyst I
- b) Approval of Revised Classification Specifications
 - Criminalist II
 - Budget Administrator, Assistant (formerly Budget Director, Assistant)
 - Custodian (Port of Oakland)
 - Port Electrician (Port of Oakland)
- c) Approval of Employee Requests for Leave of Absence

44843 A motion was made by Board Member Levin and seconded by Board Member Jones to approve the items on the Consent Calendar. The motion passed.

Votes: Board Member Ayes: 6 - Baranco, Gourdine, Hudson-Harmon, Jones, Johnson, Levin
Board Member Noes: None
Board Member Abstentions: None
Board Members Absent: 1 – Drexel

3) OLD BUSINESS:

- a) Approval of CSB Minutes February 16, 2017 Draft

44844 A motion was made by Board Member Johnson and seconded by Board Member Levin to approve the CSB Minutes for February 16, 2017. The motion passed.

Votes: Board Member Ayes: 4 - Gourdine, Hudson-Harmon, Johnson, Levin
Board Member Noes: None
Board Member Abstentions: 2 – Baranco, Jones
Board Members Absent: 1 – Drexel

- b) Determination of Schedule of Outstanding Board Items – no new items.

Received and filed.

- c) Informational Report on the Status of Temporary Assignments for Temporary Contract Service Employees (TCSEs) and Exempt Limited Duration Employees (ELDEs) Including a Report of the Names, Hire Dates, and Departments of all ELDEs and TCSEs in Accordance with the Memorandum of Understanding Between the City and Local 21

Received and filed.

4) NEW BUSINESS:

- a) Request to refer Appeal of Discipline (OPD-2016-AP02) to an External Hearing Officer

44845 A motion was made by Board Member Johnson and seconded by Board Member Hudson-Harmon to approve the request to refer Appeal Of Discipline. The motion passed.

Votes: Board Member Ayes: 6 - Baranco, Gourdine, Hudson-Harmon, Jones, Johnson, Levin
Board Member Noes: None
Board Member Abstentions: None
Board Members Absent: 1 – Drexel

b) Reminder: Statements of Economic Interests – Form 700 due

5) ADJOURNMENT

6:23 PM

NOTE: The Civil Service Board meets on the 3rd Thursday of each month. The next meeting is scheduled to be held on Thursday, April 20, 2017. All materials related to agenda items must be submitted by Thursday, April 13, 2017. For any materials over 100 pages, please also submit an electronic copy of all materials.

Submit items via email or U.S. Mail to:

City of Oakland - Civil Service Board
150 Frank H. Ogawa Plaza, 2nd floor
Oakland, CA 94612
civilservice@oaklandnet.com



Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email civilservice@oaklandnet.com or call (510) 238-3112 or (510) 238-3254 for TDD/TTY five days in advance.

¿Necesita un intérprete en español, cantonés o mandarín, u otra ayuda para participar? Por favor envíe un correo electrónico civilservice@oaklandnet.com o llame al (510) 238-3112 o al (510) 238-3254 Para TDD/TTY por lo menos cinco días antes de la reunión. Gracias.

你需要手語, 西班牙語, 粵語或國語翻譯服務嗎? 請在會議前五個工作天電郵 civilservice@oaklandnet.com 或致電 (510) 238-3112 或 (510) 238-3254 TDD/TTY